



# Rosinah Selloane Makhuzeni

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

I am writing to apply for the position of trainee manager in your store, with my knowledge, training and experience in administrative duties, advertising and account management. I am confident that I will be an asset to your team.

My background includes working with several prestigious organizations including Discovery Technology System, Star FM Community Radio Station and Ellerines Holdings where I undertook various roles that equipped me with the skills needed for this role. At star FM I direct a marketing campaign to increase demand for products and services and at Ellerines Holdings I assisted with the clerical duties including appointments, scheduling and organizing, Furthermore I served as the Back admin manager at shoprite I was responsible for managing stock, ensuring timely deliveries, and supervising staff.

My Exellent communication skills, analytical abilities and sharp attention to detail are crucial to perform this role. I am an expert in Microsoft Office and have a deep understanding of computer systems. I am confident in my ability to support operations and collaborate efficiently within your organization. I am passionate about maintaining great relationships with clients ensuring accuracy punctuality and organization at all times.

I am excited to learn more about this opportunity and showcase my skills My references, wich have been included in my CV are available upon request. thank you for reviewing my application, and I look forward to hearing from you soon.

Rosinah Selloane Makhuzeni

Preferred occupation	Retail, store jobs
Preferred work location	West Rand Gauteng

## Contacts and general information about me

Day of birth	1987-09-28 (38 years old)
Gender	Female

Residential location	West Rand Gauteng
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

### Work experience

Working period	<b>nuo 2018.03 iki 2023.05</b>
Company name	Shoprite
You were working at:	Store Manager
Occupation	Back admin manager
What you did at this job position?	I was responsible for managing stock, ensuring timely deliveries, and supervising staff

### Education

Educational period	<b>nuo 2001.01 iki 2006.12</b>
Degree	Grade 12 / Matric
Educational institution	Thuto thebe secondary school
Educational qualification	Grade 12
I could work	Under pressure

### Languages

Language	Speaking level	Understanding level	Writing level
English	fluent	very good	fluent
Afrikaans	basic	good	basic

### Computer knowledge

Technology savvy, computer skills such as a Microsoft Word, Excel, Windows and internet  
Analytical, communication & sales

### Recommendations

Contact person	Nontobeko Nake
Occupation	Receiving clerk
Company	Shoprite
Telephone number	0726147723

### Additional information

Driver licenses	B Light Vehicle ≤ 3,500kg
Driver license from	2021-10-00 (4 years)
Salary you wish	15.000 R per month

How much do you earn now

16.00 R per month